



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Advertisement for bid for
Fire Department Copy Machine

MEETING DATE: November 20, 1996

PREPARED BY: Interim Fire Chief

RECOMMENDED ACTION: That the City Council authorize the advertisement of bids
for a fire department copy machine.

BACKGROUND INFORMATION: The fire department has two aging copy machines that require regular maintenance resulting in extended down time. The request for the new copy machine will result in the sale of the existing machines. A reduced maintenance contract will also realize a savings. A component of the bid will include a trade in value for the existing machines. A new copy machine will result in more efficiency for the Staff and greater reliability and quality of copies. Estimated net purchase price for this machine is to be \$9,000.00.

FUNDING: Carry over funds from 1995-96 budget

A handwritten signature in black ink, appearing to read "Frank Ortiz".

Frank Ortiz, Interim Fire Chief

APPROVED: _____

A handwritten signature in black ink, appearing to read "H. Dixon Flynn".
H. Dixon Flynn -- City Manager